HR31 Project Management Training

Revised September 1997

Non-Project Managers Qualification Standard (May 1995)

Environmental Restoration

Level Required:
F = Familiarity W=Working E=Expert D=Demonstrated Ability

Required Competencies:	Level Required:	PMC10 Project Management Overview (Includes PMC11 Train–Trainer)	PMMS5 Best Practices in DOE Project Management	PMMS1 Project Planning	PMMS2 Cost & Schedule Estimation & Analysis	PMMS3 Project Execution	PMCE01 Life Cycle Cost Estimating	PMCE02 Systems Engineering	PMCE03 Project Risk Analysis and Management	PMMS11 Budgeting & Accounting for DOE Program/Project Managers	PGM01 Program Management Overview	PGM02 Program Planning	PGM05 Program Execution, Control, & Evaluation	PGM06 Effective Managerial Decision Making	PRS17 Contracting Officer's Representative	PRS25 Acquisition Management for Technical Personnel	PSIN28 Performance Based Management Contracting	PSIN29 Life Cycle Asset Management
4.3 Working level knowledge of program/project management necessary to integrate program resources and apply those resources to meet quality, safety, cost, and schedule commitment as described in DOE Order 4700.1, Project Management System and the DOE Technical Standards																		
4.3a. Explain the purpose of project management		F	F	F	F	F	F	F	F	F	F	F	F	F		F	F	F
4.3b. Describe the life cycle of a typical project		F	F	F	F	F	F	F	F	F	F	F	F	F		F	F	F
4.3c. Describe typical documents and data sources utilized in project management		F	F	F	F	F	F	F	F	F	W	W	W	W	F	F	F	F
4.3d. Identify and explain the major elements of a project and discuss their relationship		F	F	F	F	F	F	F	F	F								F
4.3e. Explain the purpose and use of a Project Management Plan (PMP)		F	F	F	F	F											F	F
4.3f. Discuss the role of configuration management as it relates to project management		F	F	F		F												
4.3g. Describe the purpose and use of work packages and/or planning packages		F	F	W	F	W									F		F	
4.3h. Describe the purpose of schedules and discuss the use of milestones and activities		F	F	F	F	F		F			F	W	F	F				
4.3i. Explain the use of a logic diagram		F	F		W	F					F	F	F	F				
4.3j. Describe the "critical path method" of scheduling		F	F		W	F					F	F	F	F				
4.3k. Describe the requirements for project/program files and documentation		F	F			F									F			F
4.3l. Discuss the requirements to procure external products and services for Department projects																		
4.3m. Describe the methods for procuring other Department or																		

Government products and services																		
4.3n. Describe areas of project management where difficulties are		F	F	F	F	F	F	F	F	F				F	F	F	F	
likely to occur																		
4.3o. Describe lessons-learned from previous projects		F	F			F								F			F	